

MANISTEE CITY PLANNING COMMISSION

Meeting of Thursday, December 5th, 2019
7:00 p.m. - Council Chambers, City Hall, 70 Maple Street,
Manistee, Michigan

AGENDA

I Call to Order

Pledge of Allegiance

II Roll Call

III Approval of Agenda

Planning Commission can take action to approve the December 5th, 2019 Agenda.

IV Approval of Minutes

Planning Commission can take action to approve the November 7th, 2019 meeting Minutes.

V Public Hearing

There are two Public Hearings tonight:

The First is for a Special Use Permit pertaining to different uses for a building in the R-2: Medium Density Residential District including: retail business, convenience store, professional office, professional service establishment. The applicant team will have 15 Minutes to present with questions after.

The Chair will now open the Public Hearing:

- 1) The Public Hearing for 537 Cypress Street – Special Use Permit
 - Applicant shall present their report
 - City staff shall give recommendations/comments
 - The hearing will be opened for public comments
 - Close Public Hearing

The Second is for Zoning Ordinance Amendment pertaining to an Assembly Facility. The applicant team will have 15 Minutes to present with questions after.

The Chair will now open the Public Hearing:

- 2) The Public Hearing for 266/270 Third St. – Zoning Ordinance Amendment
 - Applicant shall present their report
 - City staff shall give recommendations/comments
 - The hearing will be opened for public comments
 - Close Public Hearing

VI Public Comment on Agenda Related items

All comments and handouts from the speaker at the podium will go through the Chair, also there will not be any interaction between the podium and audience. If these rules cannot be followed, the Chair can terminate this portion of the meeting.

VII New Business

- 537 Cypress Street – Special Use Permit: Site Plan Size Requirements
- Zoning Amendment Discussion – Thoroughbred Boat Company: 266/270 Third St.

VIII Old Business

- 254 River St. Marihuana Grow Facility Decision

IX Public Comments and Communications

At this time the Chair will ask if there are any public comments.

X Correspondence

At this time the Chair will ask if any correspondence has been received to be read into the record.

XI Staff Reports

- Harbor Plan
- Housing Discussion – Directive towards Zoning Ordinance Amendments
- City DDA Meeting

XII Members Discussion

At this time the Chair will ask members of the Planning Commission if they have any items they want to discuss.

XIII Adjournment

CITY OF MANISTEE PLANNING COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

November 7, 2019

A meeting of the Manistee City Planning Commission was held on Thursday, November 7, 2019 at 7 pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 7:00 pm by Chair Wittlieff followed by the Pledge of Allegiance.

ROLL CALL

Members Present: Bob Slawinski, Rochelle Thomas, Marlene McBride, Pamela Weiner, Roger Yoder and Mark Wittlieff

Members Absent: Michael Szymanski

Others: Kyle Storey (City Zoning Administrator), Mike Szokola (GIS/Planner 1), Rob Carson (County Planning Director) and Nancy Baker (Recording Secretary)

APPROVAL OF AGENDA

Motion by Commissioner Slawinski, second by Commissioner Thomas to approve the November 7, 2019 Agenda as printed.

With a Roll Call vote this motion passed 6 to 0.

Yes: Slawinski, Thomas, Weiner, McBride, Yoder and Wittlieff

No: None

APPROVAL OF MINUTES

Motion by Commissioner McBride, seconded by Commissioner Yoder to approve the October 3, 2019 Planning Commission Meeting as prepared.

With a Roll Call vote this motion passed 6 to 0.

Yes: Szymanski, Thomas, Weiner, McBride, Yoder and Wittlieff

No: None

PUBLIC HEARING

254 River Street—Marihuana Grow Facility

Public Hearing Opened at 7:03 pm

David Charon, applicant's attorney from Charon Law, 5020 E. Beltline Grand Rapids, marihuana grow facility location 254 River Street-Old Irons Work building. The proposal is for the rear portion of the building to be a grow facility. The grow facility will use the front of the building until the rear portion is completed. Fencing and parking will comply with the ordinance. The site plan will be a mix-use plan. The first floor will be for restaurant use, additional commercial use and the growth facility. The second floor may possibly be work-force housing. The planned growth area is presently being leased. When the lease expires the rear portion can be renovated for the grow facility. A spring 2020 start date is planned. Preliminary plans were submitted to the Planning Department with a redraft to meet requirements. The plans will need to be approved by the State as well as the County Planning Department. The plans include the required fire and safety measures along with mandatory security plans.

Due to the complexity of the plan, staff recommended tabling the granting or denying of the Special Use Permit Request until the next City Planning Commission meeting on December 5th. This is in keeping with the same consistency as other related applications.

There was no public comment.

Public hearing was closed at 7:20 pm.

A consensus was given by the City Planning Commission to table the 254 River Street Special Use Permit Request until the December 5, 2019 meeting.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

254 River Street Marihuana Grow Facility

Mr. Storey read corresponding letters received regarding the Special Use Permit for 254 River Street.

John Raz, owner of 3 rentals on Lake, Hancock and Greenbush Streets stated his full support of the business. This will provide many needed jobs for the community and the use of an old building.

Marty Spaulding, owner of several properties within the city block of the proposed development, supports the improvement of tax base, economic development and growth in the area. The concerns are odor, noise and lighting from the 24-hour facility and the affect it may have on their lodging business located across the street.

Thomas and Ellen Marshall, 28 Lake Street, stated the ordinances adopted in 2018 by Manistee seem thoroughly thought through. Their concerns are grow lights, air quality, EPA approved pesticides and the distribution of the tax money. They are in favor of the development.

537 Cypress Street Special Use Permit, Site Plan Size Requirements

Brian Krus, 1236 Red Apple Road, the building has been a family owned business for 60+ years with several different types of businesses utilizing the building over these years. A recent business offer refused to use the building due to permit costs and regulations. He voiced an objection to the requirements of a site plan which is to include a survey and obtaining a special use permit for a building which has been a commercial building for 60+ years. He disagrees with the zoning in which the building is located.

Mr. Carson stated this section was zoned R-2 residential/medium density by the city. Special Use Permits dictate that a site plan must be submitted to the Planning Department staff for review. He read Section 1801 Item 5. A Special Use Permit can be waived. This would then waive the need for the review of a site plan. The requirement of a site plan completed by a professional can be waived. A site plan is very helpful in locating the utilities of a building. The grandfathering of a building ceases when the building fails to have a business in it for more than one year.

Mr. Storey stated staff recommends not waiving the need for a site plan for Special Use Permit. Discussion ensued regarding the ordinance, grandfathering, permits, and actions that can be taken. Mr. Carson stated staff is only administering the ordinance which was set by the City Council and directed by the City Planning Commission. Mr. Szokola cautioned waiving the site plan due to the age of the building. Staff inquired if this should be case by case or continue with the requirement of a site plan. The ordinance does state a site plan is required and is to be completed by a professional and elements must be to scale. Discussion ensued regarding leasing and liability statements which the city attorney would have to approve. The Planning Commission consensus is to leave the requirement "as is".

Zoning Amendment Discussion—Thoroughbred Boat Company: 266/270 Third Street

Chair Wittlief removed himself from the issue due to a conflict of interest. The meeting resumed under Vice Chair Slawinski.

Mr. Storey stated the Thoroughbred Boat Company is applying for a zoning ordinance amendment for 266 and 270 Third Street regarding an assembly facility at this location. This is a R-2 medium density residential district on a Key Street Segment. The location was formally a boat assembly facility. The recommendation is under a Specific Section of the Key Street Segments, letter H, Sibben Street, from 5th Street to 1st Street.

Mike Kamaloski, owner, stated he is seeking a zoning ordinance amendment along a Key Street Segment under a Special Use Permit. He explained the facility planned operations, security measures, assembly deliveries, office hours, etc.

Mr. Carson stated the location is along a truck route and staff feels the assembly business fits the area. The assembly work will have no chemical odor fumes, no abundant noise or invasive lighting.

Staff recommended this be brought before the City Council and to have a public hearing occur with the recommendation of approving amending the zoning ordinance language.

Staff will prepare the language and set up a public hearing.

Motion by Commissioner Yoder, seconded by Commissioner Thomas to recommend to the City Council amending the zoning ordinance in the Specific Key Streets Segments, letter H, for boat assembly as presented. Consensus was given by the Planning Commission.

The meeting was resumed under Chair Wittlief.

Zoning Amendment Discussion—Lower Story Dwelling Units

Mr. Storey stated a resident requested to be allowed lower story dwelling in the back portion of a building in the central business district. This is a C-3 business district.

Mr. Carson recommended contacting the DDA and request a comment from them. Staff informed the occupant of the dwelling if they needed this expedited they would need to submit an application with the permit fee. Housing discussion will occur this winter with Rising Tide. Other housing discussion issues are accessory dwelling units, use-by-right districts and duplexes.

OLD BUSINESS

70 Arthur Street Special Use Permit Decision

Mr. Storey stated the County Planning Department recommended the approval of this Special Use Permit. He read the specified stipulations; permit goes with parcel, work completed as required, site developed as required, pole signs removed, the word "proposed" changed to "install", parking space changes with calculations, interconnect to neighboring parcels via west and east easements with written agreements, soil erosion permit, fire suppression system, knox box, permit valid for 2 years, finalized signed permit, meet with zoning administrator for approval, provide CAD files with surveys to the County Equalization Department, rotate parking spaces, facilitate connection to neighboring parcels, curb cuts per construction standards and storm water conveyance.

Ryan Fitzsimmons, applicant, 209 Parkway Grand Rapids, requirements stipulated by the Planning Department have been met.

Motion by Commissioner Szymanski, seconded by Commissioner Thomas to approve the Special Use Permit for 70 Arthur Street.

With a Roll Call vote this motion passed 6 to 0.

Yes: Slawinski, Thomas, Weiner, McBride, Yoder and Wittlief

No: None

PUBLIC COMMENTS AND COMMUNICATIONS

Lynda Beaton, 256 Hughes Street, stated economic development is a high priority for the city as well as the county with it bringing in increased population and new jobs. The City Council will discuss at a future meeting increasing

the number of recreational marihuana licenses. Consideration should be taken if a building that has been vacant for more than a year, but has had no changes made to it, be allowed to have a business move into it.

Mr. Carson stated the City Zoning Ordinance would need to have its language amended to permit a vacated building of more than a year allow a business to occupy it and to possibly change what would be required to allow for this. Staff will not support "grandfathering" a building that has been vacant for a period of time. The language of permitted time allowed in the zoning ordinance should be followed. The Planning Department staff is following "the letter of the law" of the zoning ordinance that was adopted by City Council which is administered by the Planning Department staff under the direction of the City Planning Commission.

Ms. Beaton stated senior citizens would like to see more senior housing and make it easier for businesses to come into the area.

Ms. Beaton stated the new boat business will be a great economic asset. It will bring in new jobs to not only this business, but it may greatly affect other small businesses in the area.

Mr. Szokola stated a building that has been unoccupied for a year or more may need to be inspected to ensure things are in good working order or if things will need to be brought up to code, even if the building has not had any changes made to it.

CORRESPONDENCE

There was no Correspondence.

STAFF

Mr. Storey presented the Planning Commission with a 2020 calendar. The Planning Commission will meet the first Thursday of the month with the exceptions of January, July and December which will meet the second Thursday of the month. All meetings will start at 7 pm and will meet in the Council Chambers.

A rail location draft finalized plan document was reviewed. It contains many aspects such as areas of the sites, an overview map, the rail yard in the consumers area etc.

The city harbor plan process has not been finalized. It contains infrastructures along the lakes and the river channel, marinas etc. The goal is to complete the plan by the end of the year and to present an application to the DNR in February.

A work session with several other agencies to discuss duplexes, upper story accessories and downtown housing will occur. Mr. Carson requested asking different groups, boards and councils to put together a list of sites they feel should be in the redevelopment site program. These sites will be compiled together with a representative for each group represented at a Planning Commission meeting. A site criteria list will be given to the groups. The Planning Commission is redevelopment certified.

Mr. Szokola spoke of FEMA regulations. The County Planning Commission had advised the Planning Department to develop a letter for the County Board regarding FEMA requirements and responsibilities. FEMA will be issuing out flood insurance rate maps which will be adopted late summer/early fall 2020. The city will be upheld in the flood insurance program with zoning following the proper guidelines. Houses should have been built on stilts with a buffer. The guidelines have been out there, but many communities have not followed the standards. Flood insurance taken out before FEMA guidelines are put in place can be grandfathered in which could save some homeowners from having costly insurance. County residents need to be made aware of all the FEMA information. The county does not have the staff for this program or a certified building code official expert for the county communities. This is not at the county or state level as FEMA made agreements with the townships and municipalities and not at the state or county level. Townships/municipalities will need to add flood plain requirements to the township/municipality ordinance, ensuring building code for flood plain areas, a person that can administer a flood plain management program, inspection of flood maps and estimation of population and number of structures in and out of the flood plain. There will be a meeting November 12th at the high school regarding soil erosion issues.

Mr. Carson stated when citizen planner training is made available a DVD will be obtained. This can then be viewed by the Commission during a meeting, at the Planning office or arrangements can be made to view it at a different time.

MEMBERS DISCUSSION

Commissioner Yoder requested reaching out to the Ludington area regarding their costs and procedures for site plans.

Chair Wittlieff gave an update on 294 12th Street, the Ludington Storage Unit. They have the lighting, fencing and gating in place. Inquired about the temporary structures in town that are going up. He inquired if the railroad relocation information will be on the website. Mr. Carson stated it will be made available as soon as possible but it is available by hard copy. Chair Wittlieff congratulated Commissioner McBride and Commissioner Slawinski for reappointment. A joint planning meeting between the city, county, surrounding townships/municipalities may be possible during the winter to discuss redevelopment sites, housing and other possible subjects.


ADJOURNMENT

Motion by Commissioner Yoder, seconded by Commissioner Slawinski to adjourn the meeting.

MOTION PASSED UNANIMOUSLY. Meeting adjourned at 9:12 pm.

The next Planning Commission meeting will be held on December 5, 2019.

MANISTEE PLANNING COMMISSION


Nancy Baker, Recording Secretary



PLANNING DEPARTMENT
Kyle Storey
Zoning Administrator
395 Third St. Manistee, Michigan 49660
(231) 398-3576
Fax (231) 398-3526
kstorey@manisteecountymi.gov

Date: 11/26/2019

To: City of Manistee Planning Commission

From: Kyle Storey – City of Manistee Zoning Administrator

Subject: 537 Cypress Street – Special Use Permit

Dear Commissioners,

537 Cypress Street is seeking a Special Use Permit (SUP). The parcel is currently zoned R-2, or Medium Density Residential, which allows for additional uses through a SUP. The vagueness of this sought-after special use permit includes the following different uses as suggested by applicant; retail business, professional office, professional service establishment, convenience store, professional offices, studio for performing arts or mixed-use combination. The following documents pertain to this application:

- Application
- Applicant letter
- Site plan
- Site photographs
- Parking, Bike Parking requirements [City of Manistee Zoning Ordinance Excerpt]
- An aerial photo showing parking status and recommendations

The site plan showcases 6 available parking spaces for the property. According to the Parking requirements in the ordinance; 9 spaces are required at a minimum. The Planning Department recommends granting this Special Use Permit based on the following conditions:

- Add two more off-street parking spaces along South Side of building to total 8 spaces

The applicant will be in attendance and may answer any questions the Planning Commission may have.

Thank you,


Kyle Storey
Manistee County Planner
City of Manistee Zoning Administrator



Planning & Zoning
395 Third Street
Manistee, MI 49660
231.723.6041 (phone)
231.398.3526 (fax)

Special Use Permit Application

A Detailed Site Plan is required for all Special Uses

Please Print

Submission of Application		
<p>Applications must be submitted 30 days prior to the meeting for review for completeness. Applications shall be submitted through the Zoning Administrator to the Planning Commission. Each application shall be accompanied by the payment of a fee \$750.00 and any applicant escrow payments as required by Section 2701 and in accordance with the schedule of fees adopted by the City Council to cover the costs of processing the application. An application shall be submitted to the Zoning Administrator on a Special Use application form. A Special Use application shall be placed on the agenda of the Planning Commission by the Zoning Administrator within thirty (30) days of the submission of a complete application prepared in accordance with this Zoning Ordinance. An application, which is incomplete or otherwise not in compliance with this Ordinance, shall be returned to the applicant. No application shall be processed until properly prepared and submitted and all required fees and escrow payments paid in full.</p>		
Property Information		
Address: 537 Cypress St.	Parcel #	
Applicant Information		
Name of Owner or Lessee: JoAnn Krus		
Address: 8903 Maidens Rd Bear Lake MI 49614		
Phone #: 231-889-4442	Cell#: 734-377-1960	e-mail: jkrus@kallnet.net
Name of Agent (if applicable):		
Address:		
Phone #:	Cell#:	e-mail:
Data Required/Project Information		
Land Area: 4400 sq ft.	Zoning Classification: R2 Med Density Residential	
Present/proposed Land Use: Retail Business Convenience Store, Professional Office, Professional Service Est. Homebased Business		
Attach a Detailed Narrative for the following		
<input checked="" type="checkbox"/>	A letter or signed narrative describing in detail the proposed special use and detailing why the location selected is appropriate.	
<input checked="" type="checkbox"/>	Applicant's statement of the expected effect of the special use on emergency service requirements, schools, storm water systems, sanitary sewer facilities, automobile and truck circulation patterns, and local traffic volumes.	
<input checked="" type="checkbox"/>	Any additional material information necessary to consider the impact of the project upon adjacent properties and the general public as may be required by this ordinance, by the City Zoning Administrator or the Planning Commission; including, but not limited to, measures which will be undertaken to control soil erosion, shoreline protection, excessive noise, or adverse impacts of the development on the surrounding properties; elevations on all buildings, including accessory buildings; and, an environmental assessment.	
<input type="checkbox"/>	Supporting statements, evidence, data, information and exhibits that address the standards and requirements for assessing Special Use permit applications as provided in Section 1802.	

Additional Information

Any additional information deemed necessary for the Planning Commission to determine the impact of the proposed Special Use on the adjacent properties, public infrastructure, and community as a whole. Such information may take the form of, but is not limited to, a traffic impact analysis as required by **Section 2203, E, 2**, an environmental assessment as required by **Section 2203, E, 1**, a market study as required by **Section 2203, E, 3**, or reports and/or testimony by officials representing state, county or local departments of public safety (police and fire), health, highways or roads, and/or environment.

Special Use review procedures. An application for Special Use Approval shall be processed in accordance with **Section 1801.C**.

Issuance of a Special Use permit. Special Use Permits shall be issued in accordance with **Section 1801.D**.

Appeals. No decision or condition related to a Special Use application shall be appealed to the Zoning Board of Appeals. An appeal of a Special Use decision or condition may be taken to Circuit Court.

Duration of Approval. The Special Use permit shall become effective upon Planning Commission approval and in accordance with **Section 1801.F**.

Amendments. Amendments to Special Use permits shall be handled in the same manner as the initial Special Use permit application. Minor non-substantive changes to a site plan in accordance with **Section 2208** may be made to an existing Special Use permit with the approval of the Zoning Administrator.

Transfers. Transfers shall be handled in accordance with **Section 1801.H**.

Expiration. A Special Use permit shall be valid for as long as the approved use continues in accordance with the terms and conditions of the approved permit. The Special Use permit will expire on the occurrence of one or more of the following conditions:

1. If replaced or superseded by a subsequent permitted use or Special Use permit.
2. If the applicant requests the rescinding of the Special Use permit.
3. If a condition of approval included stipulation to expire the Special Use permit by a certain date.
4. If the use is abandoned, moved or vacated for a period of one year.

Violations. Violations shall be handled in accordance with **Section 1801.J**.

Authorization

CERTIFICATION AND AFFIDAVIT:

The undersigned affirm(s) that he/she/they is/are the ☒ owner, ☐ leasee, ☐ owner's representative, ☐ contractor involved in the application; and that the information included in this application is correct. Further, if the request is approved, the applicant will comply with all of the requirements of the City of Manistee Zoning Ordinance and certifies that measures proposed to mitigate adverse impacts will be completed in a timely fashion. The undersigned, by signing the Application, agrees to pay any and all fees and escrow payments in full as provided in **Article 27**.

Signature: John Kuo Date: Nov 13, 2019

Signature: _____ Date: _____

If applicant is Incorporated or a Limited Liability Corporation a copy of the Articles of Incorporation are to be submitted with application.

☒ By checking this box permission is given for Planning Commission Members to make a site inspection if desired.

☐ Yes ☒ No Please indicate if the applicant will be tax exempt, applying and/or eligible for tax abatements, credits or deferments for this proposed project. If Yes, explain:

Office Use Only

Fee: <input checked="" type="checkbox"/> \$750.00 <input type="checkbox"/> \$ _____	Escrow Payment	Receipt #
Date Received:	Hearing Date:	PC -

Nov. 13, 2019

City of Manitowish Planning & Zoning

In regards to my commercial property located at 537 Cypress St. I am requesting a special use permit allowing potential businesses to locate there such as: Retail Businesses, Convenience Store, Professional Offices, Professional Service Est., Studio for Performing Arts & Mix use combination.

This commercial site has housed 9 different businesses in the past 68 years, the latest was Little Ceasars who was a fixture there for 10 years. Having a business in this Residential area has always been a plus for the neighborhood as history shows. There has been no noted changes in traffic patterns, schools or sewer systems, this area is far less congested as seen in the C2-neighborhood commercial district. Businesses willing to locate here would bring added tax revenue, jobs and enhance the local area.

Attached Site Plan

Sincerely,
John Rus
231-889-4442

EXISTING LAND COVERAGE NOTE



SECTION 514 PARKING, BIKE PARKING AND SIDEWALKS

- A. For each principal building or establishment hereafter erected or altered and located in any Zoning District, including buildings and structures used principally as places of public assembly, there shall be provided and maintained suitable space off the public right-of-way which is adequate for the parking or loading of motor vehicles in the proportions shown below. The parking spaces called for hereunder shall be considered minimum requirements under this Ordinance. Where more than one use exists or is proposed on a parcel, the minimum shall be the sum of the required parking for each use, except where it is demonstrated to the Commission that such provisions would be excessive, in which case shared parking may be permitted. All parking areas except for Dwelling Units for Single Family, duplex units and mobile homes; the maximum number of parking spaces shall not exceed 1.5 times the minimum number of required parking spaces

Use	Number of Parking Spaces Per Unit of Measure
Dwellings	Two (2) spaces per Dwelling Unit for Single Family, duplex units and mobile homes. One and a half (1.5) spaces for Multi-Family.
Hotels, Motels, Inns and Transient Lodging Places	One (1) space for each rentable room.
Hospitals, Nursing and Personal Care Facilities	One (1) space for each four beds, and one (1) space for each employee during the time the largest number of employees are present.
Places of public assembly	One (1) space for each four seats of legal capacity.
Medical clinics and medical and dental offices	One (1) space for each 50 square feet of usable floor area in waiting rooms, one (1) space for each examining room, dental chair and similar use area, and (1) space for each employee during the time the largest number of employees are present.
Offices, other than medical or dental clinics	One (1) space for each 250 square feet of office space.
Eating and drinking establishments	One (1) space for each three seats of legal seating capacity.
Retail establishments	One (1) space for each 450 square feet of floor area dedicated to retail activity, exclusive of storage areas.
Industrial and warehouse uses	One (1) space for each employee during the time the largest number of employees are present plus five (5) spaces for visitors.

[Annotation: Section Title was changed from Vehicular Parking Space, Access and Lighting to Vehicular Parking Space, Access, Bike Parking and Sidewalks and Section A was amended by Amendment Z12-04; effective 10/27/12]

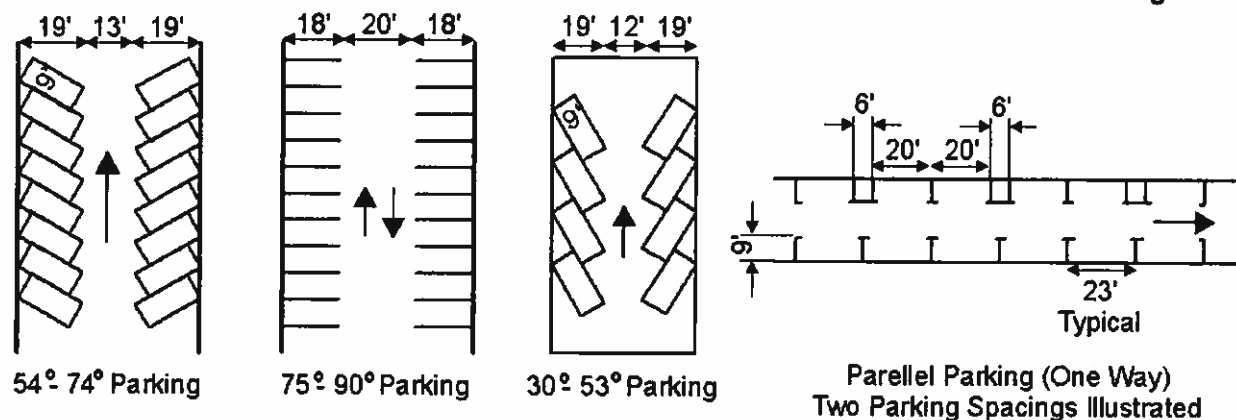
- B. In the case of uses or businesses not addressed in paragraph A hereof the required parking shall be determined by the Zoning Administrator, subject to Planning Commission concurrence. The latest edition of the Institute of Traffic Engineers *Parking Generation* shall be consulted in determining a parking requirement for any such use or business.
- C. The minimum dimensional standards for parking spaces and aisles shall be as follows.

Minimum Parking Space and Maneuvering Lane Standards						
	Lane Width		Parking Space		Total Width of Two Tiers Plus Lane	
Parking Pattern	One-way (ft)	Two-way (ft)	Width ⁽¹⁾ (ft)	Length ⁽²⁾ (ft)	One-way (ft)	Two-way (ft)
Parallel	11	18	9	23	40	36
30°-53°	12	18	9	19	50	56
54°-74°	13	19	9	19	51	57
75°-90°	15	20	9	18	51	56

(1) Measured Perpendicular to the space centerline.

(2) Measured along the space centerline.

Figure 514



Parking Area Dimensions
(for standard-size vehicles)

- D. The approval of the City Engineer shall be obtained for the location of exits and entrances to parking areas and for the design and construction thereof.
- E. Off-street parking areas for all uses requiring City approval shall be paved with concrete, bituminous material or pervious paving with approved curbing and approved parking lines. [Annotation: Item E was amended by Amendment Z12-04, effective 10/27/12]
[Annotation: Item E was amended by amendment Z15-05, effective 7/14/15]
[Annotation: Item E was amended by amendment Z19-01, effective 4/15/19]
- F. Parking areas with ten (10) or more spaces shall include designated pedestrian walkways through the parking lot in addition to landscaped planting islands and perimeter buffers in accordance with Section 531, in all instances where sufficient space is available. Landscape islands must meet the following size requirements:
1. Landscape islands containing a tree shall be a minimum of 160 square feet and a minimum of nine (9) feet wide.
 2. Landscape islands containing a pedestrian pathway shall be a minimum of eleven (11) feet wide, with a pathway of a minimum width of five (5) feet and a minimum of three (3) feet of landscape area on both sides.
 3. If landscaped islands are not used for storm water infiltration, the islands must be raised and curbed. [Annotation: Item F was added by amendment Z15-05, effective 7/14/15]
- G. For all permitted uses and special uses in the P-D District the parking provisions of this section shall not apply, except hotels, marinas, and places of public assembly. [Annotation: Item G was added by amendment Z15-04, effective 7/14/15]
- H. For all permitted uses and special uses in the C-3 District the parking provisions of this section shall not apply, except to hotels, motels, and residential use condominiums. Required parking shall be provided within two hundred (200) feet of the building. One (1) space shall be provided per dwelling unit. [Annotation: Item H was amended by Amendment Z17-07, effective 7/28/17]
- I. Parking areas required under this Section, and city-owned parking lots, shall not be used for the storage of, camping within, or continuous parking or storage of recreational vehicles, trailers, motor vehicles and junk for more than a twenty-four (24) hour period.
- J. Within the C-1, C-2, C-3, and P-D Districts, the Planning Commission may approve shared parking arrangements among various uses when it can be demonstrated that parking in sufficient quantities for all such uses as set forth in this Section shall be available at all times. [Annotation: P-D was added by amendment Z15-04, effective 7/14/15]
- K. Vehicle Stacking for drive through establishments shall meet the following
1. Stacking spaces shall be a minimum of eight feet in width by 20 feet in length.
 2. Stacking spaces shall not impede on-or off-site traffic movements or movements into or out of off-street parking spaces.
 3. A minimum stacking space number includes the space at the point of service as follows:
 - a. Gasoline fueling two (2) spaces measured from the stacking lane entry to the fueling position.

- b. Restaurant four (4) spaces measured from the stacking lane entry to the order/pick-up window.
- c. Car Wash (3) spaces measured from the stacking lane entry to the bay.
- d. All other uses (3) spaces measured from the stacking lane entry to the window.

Upon the recommendation of the Zoning Administrator, the Planning Commission may approve a site plan that does not comply the requirements of this section where local conditions make full compliance impossible, providing the distances between the stacking lane, on-or off-site traffic movements or movements into or out of off-street parking spaces is the greatest possible.

[Annotation: Vehicle Stacking was added by Amendment Z17-03, Adopted 6/16/17]

L. The Commission may defer construction of the required number of parking spaces. The granting of deferred parking is subject to the following conditions :

- 1. An application is filed with the site plan of the entire project showing the design and layout of all required parking areas including areas proposed for deferred parking. The design of the parking area, as indicated on the development plan shall include sufficient space to provide for the total parking area as required by Section 514, Vehicular Parking Space, Access, Bike Parking and Sidewalks.
- 2. The area designated for deferred parking shall not include areas required for front, side or rear yards, buffer yards or land otherwise unsuitable for parking due to environmental or physical conditions.

Subsequent to the implementation of a deferred parking plan, the planning commission may, based on review of parking needs and a recommendation by the zoning administrator, require the construction of additional parking spaces.

[Annotation: Deferred Parking was added by Amendment Z17-03, Adopted 6/16/17]

M. Electric Vehicle Parking

- 1. An electric vehicle charging station space may be included in the calculation for minimum required parking spaces
- 2. Battery charging station outlets and connector devices shall be no less than 36 inches and no higher than 48 inches from the surface where mounted. Equipment mounted on pedestals, lighting posts, bollards, or other devices shall be designed and located as to not impede pedestrian travel or create trip hazards.
- 3. Adequate battery charging station protection, such as concrete-filled steel bollards, shall be used. Curbing may be used in lieu of bollards, if the battery charging station is setback a minimum of 24 inches from the face of the curb.
- 4. All equipment installed shall meet building code requirements.
- 5. Information shall be posted identifying voltage and amperage levels and any time of use, fees, or safety information related to the electric vehicle charging station.
- 6. Each electric vehicle charging station space shall be posted with signage indicating the space is only for electric vehicle charging purposes. For purposes of this

subsection, "charging" means that an electric vehicle is parked at an electric vehicle charging station and is connected to the battery charging station equipment.

[Annotation: Electric Vehicle Parking was added by Amendment Z17-03, Adopted 6/16/17]

- N. No parking area designed for more than 4 vehicles shall be located closer than five (5) feet from the front property line. [Annotation: Item I was added by Amendment Z12-04, effective 10/27/12]
- O. Bike Parking and the installation of a Bike Rack is required for all uses that require Medium Site Plan Review, unless waived in writing by the Zoning Administrator. Bike Parking and the installation of a Bike Rack is required for all uses that require Detailed Site Plan Review unless waived by the Planning Commission. Bicycle parking shall be located along the principal building entrance approach line and be clearly visible and easily accessible from the approach and building entrance being served. [Annotation: Item J was added by Amendment Z12-04, effective 10/27/12] [Annotation: location of Bicycle parking was added by Amendment Z17-03, adopted 6/16/17]
- P. In all Districts except the L-I and G-I, sidewalks are required and shall be constructed in accordance with the City of Manistee Sidewalk Standards except as follows:
1. Dwelling, Single Family,
 2. Duplex's if waived by the Planning Commission during the Special Use Permit process,
 3. Accessory Structures, or
 4. Additions or Alterations to existing structures that do not require a Special Use Permit.
- [Annotation: Item K was added by Amendment Z12-04, effective 10/27/12]

SECTION 515 ACCESSORY BUILDINGS AND STRUCTURES

- A. All accessory buildings and structures shall be located in the side yard or rear yard, except when built attached to the principal building (for example radio or television antennas, or upper story accessory dwellings).
- B. Accessory buildings shall be located in compliance with the setback requirements of this Ordinance.
- C. An accessory building attached to the principal building of a parcel shall be made structurally a part thereof, and shall comply in all respects with the requirements applicable to the principal building. A detached accessory building shall not be located closer than ten (10) feet to the principal structure.
- D. An accessory building and structure in the R-1, R-2, R-3 and R-4 Districts shall not be higher than eighteen (18) feet and side walls shall not be higher than twelve (12) feet, unless a higher structure is approved by the Planning Commission and the Historic District Commission (if applicable) to achieve architectural compatibility with the principal building.
- E. In all Districts except L-I and G-I accessory buildings shall not be taller than the principal building. In all Districts except C-1, L-I and G-I, the building area of all accessory buildings shall not exceed the building area of the principal building, except in accord with **Section 1804**, hereof.

~~ADD~~ Add curb



- 2 parallel spots along sixth st
- restrict Access from 31, parking spot



PLANNING DEPARTMENT
Kyle Storey
Zoning Administrator
395 Third St. Manistee, Michigan 49660
(231) 398-3576
Fax (231) 398-3526
kstorey@manisteecountymi.gov

Date: 11/26/2019

To: City of Manistee Planning Commission

From: Kyle Storey – City of Manistee Zoning Administrator

Subject: 266/270 Third St. Zoning Amendment Request – Thoroughbred Boat Co.

Dear Commissioners,

A Zoning Ordinance amendment is being applied for at 266 & 270 Third Street pertaining to an assembly facility. The location of this parcel is in the R-2 Medium Density Residential District on a Key Street Segment. This facility was once a boat assembly facility. The applicant is seeking a Zoning Ordinance amendment along a Key Street segment, which would permit this operation under a Special Use Permit. The following materials are located in subsequent pages:

- Applicant's narrative
- Amendment Request
- Existing Site Plan

The specific Amendment Language is being finalized with Planning Department and City Attorney. Said language will be made available at the Dec. 5th Planning Commission meeting. Further, the applicant will be in attendance to give a presentation at Public Hearing and may answer any questions the Planning Commission may have at that time.

Thank you,

A handwritten signature in blue ink, appearing to read 'KStorey', written over a horizontal line.

Kyle Storey
Manistee County Planner
City of Manistee Zoning Administrator



October 9, 2019

City of Manistee
Planning and Zoning
395 Third Street
Manistee, MI 49660

Re: Zoning Amendment Request
Thoroughbred Boat Company
266/270 Third Street
Manistee, MI 49660

Parcel Numbers: 51-51-572-713-17 / 51-51-512-275-17
Legal descriptions attached in supporting documents

Rob,

The above-mentioned property is located in the city of Manistee on the corner of Sibben and Third Streets and is owned by Michael and Nan Kamaloski. This location is a part of the Key Street segment in the City of Manistee.

We are interested in initiating a boat assembly facility utilizing this property and feel it is an ideal location for this business to start and operate. This will allow for the assembly of manufactured parts to make a completed watercraft vessel through a special use permit. The proposed will not have any significant effect on emergency city service requirements, schools, storm water systems, sanitary sewer facilities, automobile, truck patterns, and local traffic volume.

As a light manufacturing boat assembly facility, there will be very little noise and no chemical emissions, as all of the composite manufacturing is done out of the area. Manufacturing hours are planned between the hours of 7:00 am through 5:00 pm. Office hours may vary slightly within these hours. We will have approximately 10 employees within the first year with a maximum of 18. There will be plenty of parking on site for all employees and will not impede normal residential street parking. Deliveries to this location will be minimal and during working hours.

Our goal is to improve and maintain the existing buildings and site, which will enhance the area both environmentally and architecturally. Our facility will promote a friendly interaction between the surrounding neighborhoods. This site has had many improvements over the past 3 years with several more planned.

We are seeking a zoning ordinance amendment along a Key Street segment, which would permit this operation under a Special Use Permit.

Warm regards,

Michael R. Kamaloski



Planning & Zoning
395 Third Street
Manistee, MI 49660
231.723.6041 (phone)
231.398.3526 (fax)

Zoning Amendment Request

Please Print

Zoning Amendment Request Requirements		
<p>Request must be received 30 days prior to the City of Manistee Planning Commission meeting to be placed on the agenda. Notice of the Public Hearing shall be held before the Planning Commission. Notice shall include publication in a newspaper and posting in City Hall. Fee for Petition of Zoning Amendment is \$1,000.00 which needs to be submitted with the application. You or your representative should be present at the meeting to explain your request to the Planning Commission and to answer any questions. After the public hearing, the Planning Commission will make a recommendation to the City Council. Two readings are required for Zoning Amendments at regularly scheduled Council Meetings. The City Council will consider final action on your petition.</p>		
Applicant Information		
Name of Owner: <u>MINAN PROPERTIES - MICHAEL & ANN KAMALOSKI</u>		
Address: <u>3903 LAKESHORE DRIVE, MANISTEE, MI 49660</u>		
Phone #: <u>231-920-8789</u>	Cell#: <u>SAME</u>	e-mail: <u>MRKAMALOSKI@YAHOO.COM</u>
Name of Agent (if applicable):		
Address:		
Phone #:	Cell#:	e-mail:
Property Information		
Address: <u>270 THIRD STREET</u>		Parcel # <u>51-51-512-713-17 / 51-51-512-275-17</u>
Present use of Property: <u>OFFICE SPACE & STORAGE</u>		
This area is <input type="checkbox"/> un-platted, <input type="checkbox"/> will be platted <input checked="" type="checkbox"/> is platted - Name of Plat:		

RE-ZONE AMENDMENTS	
<input type="checkbox"/> Re-Zone:	Rezone Parcel # _____ from _____ to _____
Attach narrative stating the reason for the change.	
Has a previous application for a variance, special use permit or re-zoning on this land been made in the past?	
<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no. If yes when <u>5-22-1997</u> Decision: <input checked="" type="checkbox"/> approved <input type="checkbox"/> denied
<input checked="" type="checkbox"/>	Please answer the following questions
<input checked="" type="checkbox"/>	State specifically the reason for this Amendment request at this time
<input checked="" type="checkbox"/>	Legal Description of Property affected
<input checked="" type="checkbox"/>	List of Deed Restrictions (cite Liber & Page)
<input checked="" type="checkbox"/>	Names and addresses of all persons, firms or corporations having a legal or equitable interest in the land
<input checked="" type="checkbox"/>	Will this re-zoning be in conformance with all adopted development plans of the City of Manistee?
<input checked="" type="checkbox"/>	Will this re-zoning be in conformance with all adopted development plans of and Manistee County?
<input checked="" type="checkbox"/>	What do you anticipate the impacts of the proposed zone change on the adjacent property to be? What steps do you propose to take to mitigate any negative impacts associated with the proposed change?
<input checked="" type="checkbox"/>	Does the proposed re-zoning conform to the plans? If not, why should the change be made? Please be specific, brief and attach any supporting documentation which substantiates your claim. This could include an allegation that the existing zoning is in error which would be corrected by the proposed change, or that specific changes or changing conditions in the immediate area make the re-zoning necessary to promotion of public health, safety and general welfare.

Site Plan Requirements*May be waived by the Zoning Administrator*

Attach a site plan drawn to the scale of one (1) inch equals (10) feet, showing all existing structures on the property, all proposed structures and marking those structures that will be removed or razed. Also, the general shape, size and location of all existing structures within 100 feet of the property along with their uses shall be depicted on the site plan, along with all abutting roads, streets alleys or easements.

TEXT AMENDMENTS☒ **Text Amendment:**

Amend Article _____ Section _____ to [☐ delete, ☐ supplement, or ☐ clarify] the Manistee City Zoning Ordinance. **Attach copy of proposed ordinance language.**

Authorization**CERTIFICATION AND AFFIDAVIT:**

The undersigned affirm(s) that he/she/they is/are the ☐ owner, ☐ owner's representative, involved in the petition and that the answers and statements herein contained and the information submitted are in all respects true and correct to the best of his, her or their knowledge and belief.

Signature: Michael R. Kanelas Date: 10-16-2019

Signature: _____ Date: _____

☒ By checking this box permission is given for Planning Commission Members to make a site inspection if desired.

Office Use Only

Fee: ☐ \$1,000.00

Receipt #

Date Received:

Hearing Date:

PC -

RE ASSUMED 136'0" (±)

5425

EXIST'G. BLDG.
155' x 35' (V.I.F.)

OFFICE
ADDITION
30' x 40'
CULPURN

GRASS
AREA

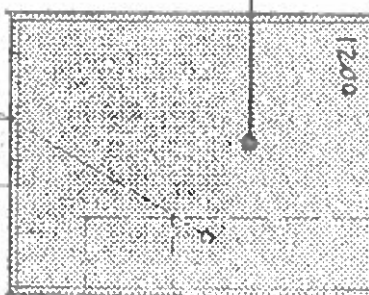
ASSUMED 136'0" (±)

16'0" (±)

H.V. PARKING:
8'0" x 20'0" w/
ACCESS AISLE
OF 8'0" x 20'0"

5' CONC. SIDEWALK

GRASS AREA



H.V.

EXIST'G. ASPHALT
PAVING TO REMAIN

1300

EXIST'G. BLDG.
46' x 28' (V.I.F.)
OFFICE

GRASS
AREA

GRASS AREA

4'-5' CONC. SIDEWALK

GRASS AREA

SIBBEN STREET

6 + H I R D S + R E E T





PLANNING DEPARTMENT
Kyle Storey
Zoning Administrator
395 Third St. Manistee, Michigan 49660
(231) 398-3576
Fax (231) 398-3526
kstorey@manisteecountymi.gov

Date: 11/26/2019

To: City of Manistee Planning Commission

From: Kyle Storey – City of Manistee Zoning Administrator

Subject: 254 River Street – Special Use Permit Request – Marihuana Grow Facility

Dear Commission,

Attached is the completed application for the team that presented on Nov. 7th pertaining to a Marihuana grow facility in the former Iron Works Building at 254 River Street. A Site Plan Review committee meeting is scheduled for December 3rd at 11 a.m. with more information being provided at the Dec. 5th Planning Commission meeting.

Please contact me at (231) 398-3576 if you have any questions or concerns.

Kyle Storey

Manistee County Planner
City of Manistee Zoning Administrator

**APPLICATION TO CITY OF MANISTEE
PLANNING COMMISSION
FOR SPECIAL USE PERMIT**

(Revised 9/30/19)

TO THE PLANNING COMMISSION OF THE CITY OF MANISTEE:

The applicants hereby submit the enclosed written statement pursuant to Section 1801C. of the City of Manistee Zoning Ordinance, in support of its application for a special use permit:

1. Applicants' Name and Address:

Lakeshore Cultivation, LLC
Attn: Kenneth B. Armour
4660 N. Breton Court, SE
Suite 102
Kentwood, MI 49508
(810) 499-8381

254 River Street, LLC
Attn: Kenneth B. Armour
4660 N. Breton Court, SE
Suite 102
Kentwood, MI 49508
(810) 499-8381

Attorney for Applicants:

David W. Charron
Charron Law
5020 East Beltline, NE, Ste 201B
Grand Rapids, MI 49525
(616) 363-0300

2. Name and Address of Owner of Property:

254 River Street, LLC
Attn: Kenneth B. Armour
4660 N. Breton Court, SE
Suite 102
Kentwood, MI 49508

3. Name, Address, City and Phone
Number of the Individual who
Prepared Plans:

Alta Survey
Patrick Bentley
Spicer Group, Inc.
302 River Street
Manistee, MI 49660
(231) 794-5620

**Interior Drawings and Partial
Landscape Plan**
James Brodi
Create3Architecture
645 Oakleigh Drive
Grand Rapids, MI 49504
(616) 734-9314

**New Interior Renovation and
Site Upgrade (Rear Building/
Lighting/Parking/Refuse Plan)**
Morgan M. Landon, P.E.
2054 Brandon Drive NW
Manistee, MI
(616) 890-9321

The Common Description of the Property:

254 River Drive
Manistee, MI 49660

Parcel No. 5151-448-702-01

5. Legal Description of the Property:

Lots 1 thru 12, Block 2, FILER & SMITHS ADDITION TO VILLAGE OF MANISTEE and part of reservations lying North of North line of Ashland Street, and East of East line of Jones Street, Southerly of Manistee River and Westerly of the center line of Cross Street if extended Northwesterly as Block 2 City of Manistee.

The property is depicted on the ALTA survey of the Spicer Group which was previously distributed to the City.

6. Present and Proposed Land Use.

There are two building structures on the property. The front building (approximately 35,000 sq ft plus mezzanine) is empty except for approximately 1,000 square of space of space which is currently used for the Café 1907 restaurant, operated by Café 1907, LLC. The rear building (approximately 30,000 sq ft) is presently occupied under a lease and currently used for the storage of mineral products extracted from local mines.

The proposed land use is for a Medical Marijuana Facility involving Grower, Processor, Secure Transporter and Safety Compliance licenses authorized and defined under Chapter 866 of the City of Manistee ordinances and the laws of the State of Michigan in the rear building and in a small portion of the front building.

7. Current Zoning: The property is located in the P-D Peninsula District.

8. Narrative Describing in Detail the Proposed Special Use and Why the Location Selected is Appropriate.

Lakeshore Cultivation, LLC has been granted prequalification status by the State of Michigan for a grower, processor, secure transporter and safety compliance license (the "Licenses", **Exhibit 1**). A state operating license for these purposes will not be issued until municipal approval is approved for the use and location of the licensed activities. Lakeshore Cultivation, LLC plans to lease space in the property for such purposes. Other companies may also acquire similar licenses and seek to utilize the space following municipal approval. All state requirements and definitions associated with the Licenses are incorporated by reference, and such requirements and definitions describes and limits the four uses in detail.

The subject buildings are appropriate because they are bordered by other industrial uses and sheltered by the river. The existing buildings are functionally obsolete but may be rehabilitated in a beneficial manner to facilitate the special use. In the process, the special use will create jobs for the local economy. The City has identified this area of River Street for redevelopment with this proposed special use in mind.

This application requests that the rear building (**Exhibit 2** - Morgan M. Landon, P.E.) be approved for the special use, as well as two areas in the front building. The front building areas delineated as Phase I and Phase II on **Exhibit 3** (Create3Architecture). One space is a floor area on the west side of the building. A nine foot wall will be

created to separate it from the rest of the interior of the front building. The other space contains the existing mezzanine area above the floor space, which runs the length of the River Street side of the building. It is approximately 24 feet above the floor level and therefore secure due its height. The 49% footprint limitation for grow facilities will be satisfied. Some of the licensed activities do not involve “grow” activities, but rather administrative tasks which are more similar to typical office uses. Many of the areas in the front building will be used for the non-grow licensed activities.

As other mixed uses are developed for the front building, it is anticipated that the uses authorized by the Special Use Permit will be reduced and possibly eliminated. Unfortunately, the plan to integrate residential and hotel uses into the front building has been delayed. A restrictive covenant was placed upon the property by a former owner and it prevents the use of the structure for residential purposes. It is being removed by negotiation at the present time. Commercial, office and industrial uses are not currently precluded by the restrictive covenant.

If the uses of the front building are undertaken under the Special Use Permit, the areas depicted on Phase I and Phase II will be serviced by a new entrance on the east side of the building, as depicted on **Exhibit 4** (Create 3 Architecture). All parking will use the parking lot adjacent to the rear building and depicted on **Exhibit 2**. The additional parking lot at the corner of Cross and River Street (also depicted on **Exhibit 2**) will not be constructed, unless and until mixed uses are permitted on the property which require additional parking.

Refuse containers will be installed in the parking lot of the rear building, inside the southern fence, immediately to the west of the delivery dock. The dock is in the area delineated on Exhibit 2 as “deliveries”.

9. Statement of the Expected Effect of the Special Use on Emergency Service Requirements.

No effects are anticipated.

10. Statement of the Expected Effect of the Special Use on Schools.

No effects are anticipated.

11. Statement of the Expected Effect of the Special Use on Storm Water Systems.

No effects are anticipated. The building is serviced by an existing storm sewer and any discharges would be limited.

12. Statement of the Expected Effect of the Special Use on Sanitary Sewer Facilities.

No effects are anticipated. The building is serviced by an existing sanitary sewer and any discharges would be limited.

13. Statement of the Expected Effect of the Special Use on Automobile and Truck Circulation Patterns.

No effects are anticipated. The use is situated in an existing industrial area serviced by River Street and Cross Street. Those streets and other connector streets lead to US-31.

14. Statement of the Expected Effect of the Special Use on Local Traffic Volumes.

No effects are anticipated. The special use will not generate significant traffic volume. Only one truck shipment is anticipated weekly. River Street, Cross Street and other connector streets were constructed to handle more significant truck traffic previously associated with the operation of the former steel mill, foundry and natural gas processing center which was located on the site. The existing streets are underutilized public streets and their traffic volume will not be negatively impacted by the proposed use. Truck traffic will only impact River Street and a small segment of Cross Street.

15. Additional Material Information Necessary to Consider the Impact of the Project Upon Adjacent Properties.

A special use permit must be granted under Manistee City Ordinance 866.04 before licenses for a Grower, Processor, Secure Transporter or Safety Compliance may be issued for a Medical Marijuana Facility (the "Licenses").

16. Additional Material Information Necessary to Consider the Impact of the Project on the General Public.

a. *Measures to Control Soil Erosion.*

This request involves the use of the interior of an existing building. There are no external modifications to the building needed for the use and consequently no soil erosion concerns are involved. Consumers Energy has existing soil erosion control measures in place as well as a soil erosion control permit for

the rear of the building. They reconstructed the building's parking lot with this permit. No outside modifications to the property are proposed other than security fencing (Exhibit 1) and the erection of a modest entrance to the building from River Street, depicted on the Interior and Landscaping Plan (Exhibit 4), if the front building is used for licensed purposes.

b. *Measures to Control Shoreline Protection.*

This request involves the use of an existing building, with no exterior building modifications. The building is away from waterways, and no shoreline protection is required. Consumers Energy has existing soil erosion control measures in place which continue to serve as shoreline protection.

c. *Measures to Control Excessive Noise.*

No excessive noise is expected because this request involves agricultural uses within an existing building, with limited use of mechanical or heavy equipment.

d. *Measures to Control Adverse Impact of Development on Surrounding Properties.*

The use will be undertaken inside an existing building situated on the property, away from the view of surrounding properties. There will be no adverse impact on surrounding properties.

e. *Measures to Control Elevations on All Buildings, Including Accessory Buildings.*

Current site elevations will be maintained.

f. *Environmental Assessment.*

No physical changes to the environment are contemplated and consequently, no environmental assessment is warranted. The uses will be confined to the interior of the subject buildings. No use outside the building is contemplated.

17. Additional Supporting Statements, Evidence, Data, Information and Exhibits That Address the Standards and Requirements for Assessing Special Use Permit Applications as Provided in Section 1802.

None.

1. The Special Use is consistent with the adopted City of Manistee Master Plan;
2. The Special Use is designed, constructed, operated and maintained to be consistent with the existing or intended character of the general vicinity and such use will not change the essential character of the area in which it is proposed.
3. The Special Use will not be hazardous or disturbing to existing or future uses in the same general vicinity and in the community as a whole.
4. The Special Use will be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, storm water drainage, refuse disposal, water and sewage facility, and schools; or persons or agencies responsible for the establishment of the proposed use shall provide adequately for such services;
5. The Special Use shall not create excessive additional requirements at public cost for facilities and services and will not be detrimental to the economic welfare of the community;
6. The Special Use will not involve uses, activities, processes, materials and equipment that will be detrimental to any person, property or general welfare by reason of excessive production of traffic, noise, vibration, smoke, toxic emissions, fumes, glare or odors.
7. The Special Use will meet the intent and purposes of the zoning ordinance; be related to the standards established in the Ordinance for the land use or activity under consideration; and will be in compliance with these standards.

18. Approximate Date for Commencement of Activities: 180 days after City approval of Special Use Permit and Licensing. Once the site is approved for a special use permit and local permits are issued for the requested purposes, the State of Michigan will issue licenses to Lakeshore Cultivation, LLC for the permitted purposes.

19. Exhibits. This application includes the following exhibits:
ALTA Survey of Premises - Spicer Group (Large copies already provided).
- | | |
|-----------|--|
| Exhibit 1 | Preliminary License Approval from State of Michigan. |
| Exhibit 2 | Rear Building, Lighting, Parking and Refuse Plan |
| Exhibit 3 | Floor Plan of Front Building |
| Exhibit 4 | Interior and Landscaping Plan |


20. Truck Traffic Data. The applicant anticipates that one semi-truck delivery per week will occur. The delivery will generally be made during daylight hours, and typically in the middle of the week., to facilitate operations. One waste disposal truck is anticipated to visit the site each week to empty dumpsters located near the delivery loading dock.
21. Refuse Disposal Facilities. A waste disposal area suitable for the placement of two conventional dumpsters on a side by side basis is desired and it will be located immediately to the west of the existing loading dock in the rear of the building (**Exhibit 1**). The dumpsters will be placed on top of an area which is a combination of reinforced concrete and asphalt. The location is not visible from the road and therefore it will not be screened from view. It will be located within the perimeter of security fencing.
22. Security Fencing. Security fencing will be erected around the parking lot and delivery loading docks, as well as a gate mechanism. The fencing will incorporate existing fencing to the extent possible and be at the same height as existing fencing.
23. Sign Setback. No signage is requested. The buildings will continue to be non-descript in character.

This application modifies and supercedes the application previously furnished to the Planning Commission on or about March 21, 2019.

Respectfully submitted,

Dated: September 30, 2019

LAKESHORE CULTIVATION, LLC, a
Michigan limited liability company

By: 
Kenneth B. Armour
Its: Member

254 RIVER STREET, LLC, a Michigan
limited liability company

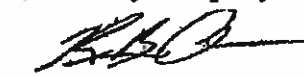
By: 
Kenneth B. Armour
Its: Manager

Exhibit 1



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

VIA US MAIL

Date: March 21, 2019

Addressee: Lakeshore Cultivation MI, LLC

Address: c/o Pollicella & Associates, 4312 E. Grand River
Howell, MI 48843

RE: Prequalification status for your pending application

Dear Applicant:

The Medical Marihuana Licensing Board considered your partial application for prequalification status on March 21, 2019 and determined that you have prequalification status pursuant to the licensing provisions of the Medical Marihuana Facilities Licensing Act (MMFLA) and Administrative Rule 5 (R 333.205). This letter may be provided to a municipality as documentation of your prequalification status. Please note that this is a pending status until all application requirements in Administrative Rule 7 (R 333.207) are completed. A state operating license for a marijuana facility cannot be issued at this stage of the application. During final application review, the board will consider all information relevant to eligibility including information that has been newly acquired or information that is newly apparent since determination of prequalification status.

If you have not already done so, please submit a facility license application (Step 2) for each state operating license for which you wish to apply. You may submit a paper application online through the Accela Citizen Access Portal on the bureau website at www.michigan.gov/bmr or your application may be submitted by mail or in person.

Mailing Address:

Department of Licensing & Regulatory Affairs
Bureau of Marijuana Regulation
Marijuana Facility Licensing
P.O. Box. 30205
Lansing, MI 48909

In Person:

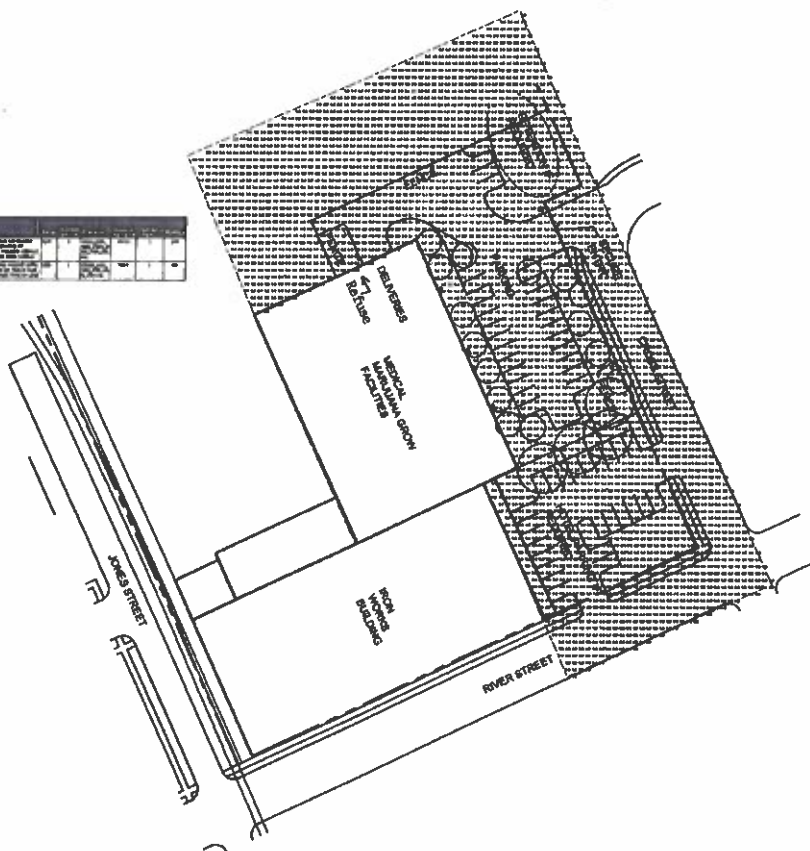
Department of Licensing & Regulatory Affairs
Bureau of Marijuana Regulation
Marijuana Facility Licensing
2407 North Grand River
Lansing, MI 48906

Sincerely,

Andrew Brisbo, Director
Bureau of Marijuana Regulation
Michigan Department of Licensing and Regulatory Affairs

BUREAU OF MARIJUANA REGULATION
2407 NORTH GRAND RIVER • P.O. BOX 30205 • LANSING, MICHIGAN 48909
www.michigan.gov/bmr • 517-284-8599

Exhibit 2



Meritor Crane Electric, LLC
21 Allen Street
East Amherst, NY 14051
716-664-1100
www.meritorcrane.com

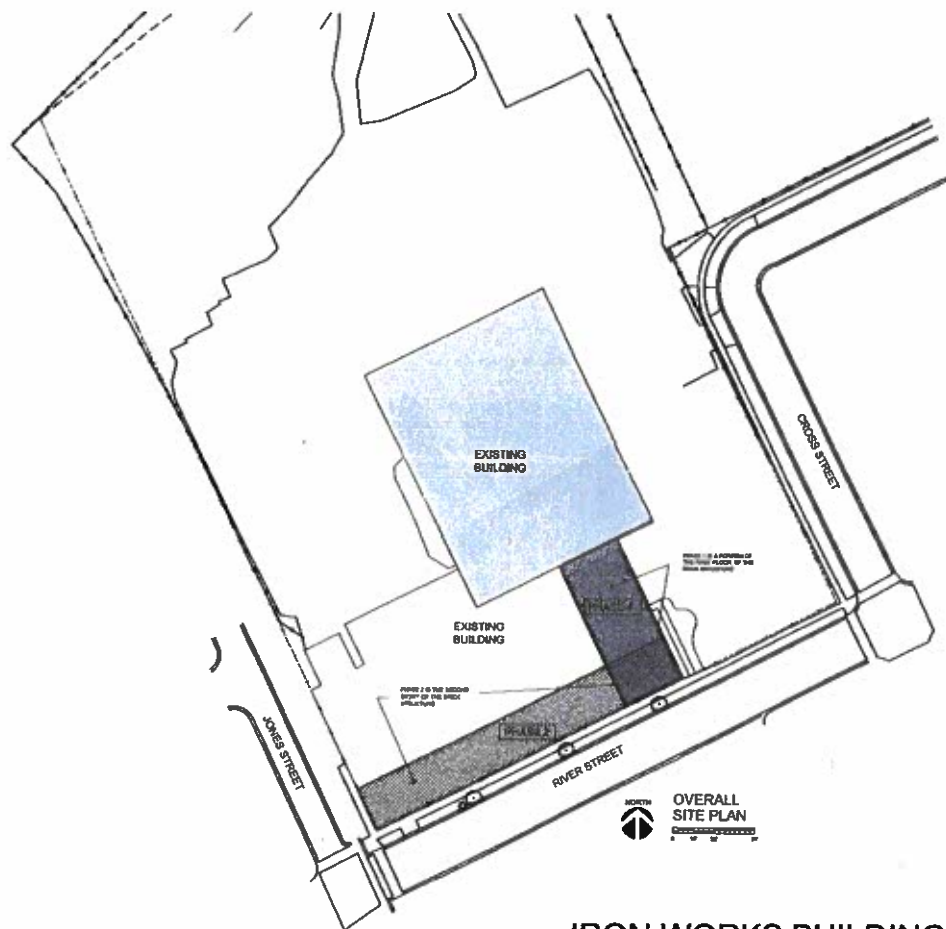
New Zellerbach Reproduction and 80% Upgrade for
Lakeshore Cultivation
98 Great Street
Marquette, Michigan 49660

MORGAN M. LONDON, PE, LLC
2007 Jackson Boulevard
Fourth Floor
Baltimore, MD 21202
Phone: 410-528-1200
Fax: 410-528-1209

Address	Interest Port
100-25-2777	Police

E102

Exhibit 3

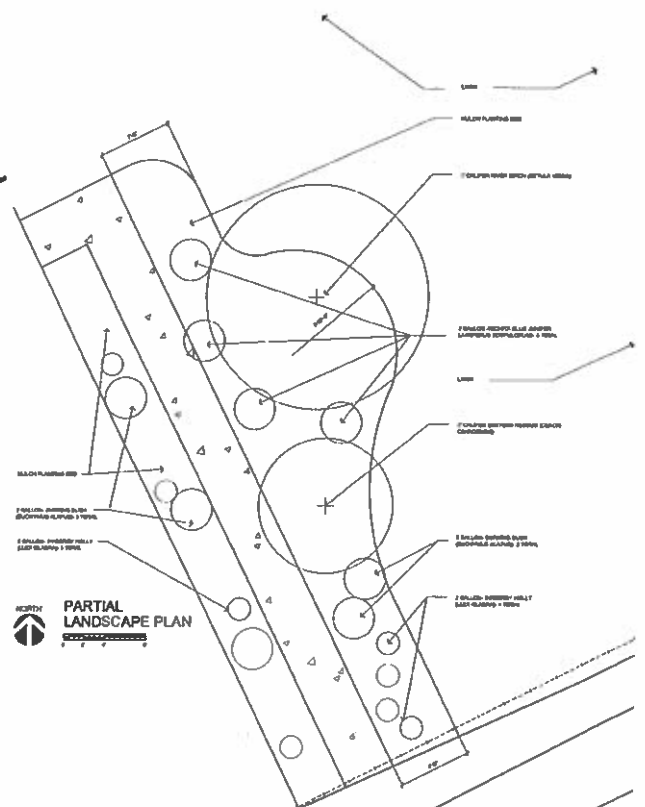


IRON WORKS BUILDING

08.01.19



Exhibit 4



08.01.19





Manistee City

5-Year Recreation Harbor Plan

Prepared by: Manistee County Planning Department - Winter 2019

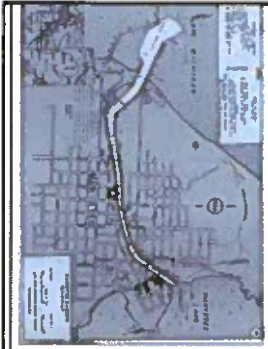


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October 2019

City of Manistee, Michigan - Harbor Plan



Executive Summary

Name of Facilities

The Manistee Municipal Harbor is located on Lake Michigan. Within a thirty mile radius include cities of Ludington to the South and Frankfort to the North. The City of Manistee is a historical city branded the "Victorian Port City" with a robust Historic District and Commission. The ornate Victorian architectural infrastructure and mystique stems from the vigorous industry and subsequent wealth from the late 1800's. Industry has since transitioned from lumber to manufacturing utilizing railroad transportation and shipping corridors as major modes of transportation.

The Manistee City Municipal Marina is a City owned and operated property. This is located on the Harbor and within walking distance to sandy Lake Michigan beaches, playgrounds, restaurants, shops, grocery and hardware stores, theaters, free summer concerts, museum and the library. One of the best features of the Manistee Municipal Marina and Riverwalk is the fact it is handicap accessible, allowing everyone to enjoy it. There are ramps at both ends of the Riverwalk including at First Street Beach and next to the US-31 bridge.

Three main bodies of water directly affect the City. The Western boundary of the City is Lake Michigan which the City owns and maintains approximately one mile of beach front for recreational use. The Eastern boundary is Manistee Lake. The City is divided into Northern and Southern portions by the Manistee River Channel. The Channel is used primarily for transit from Lake Michigan to Manistee Lake and back for pleasure boaters, private/commercial fishing and freighter access to industries located along the Manistee lakeshore. There is over 1.5 miles of riverwalk along the Manistee River Channel attracting an active and outdoorsy syndicate.

Many visitors find Manistee a great destination during the summer months to visit the Manistee North Pierhead lighthouse, the Manistee County Historical Museum, as well numerous beaches. Further, Countywide recreation sites include around 276

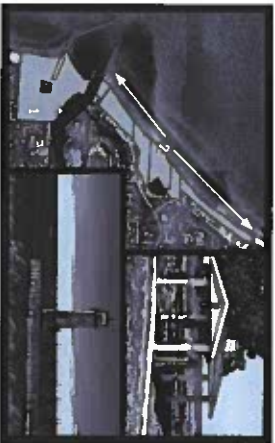
miles of rivers and streams and 25 miles of Lake Michigan Shoreline making Manistee a water lover's key destination. Accessing Chicago by boat is feasible, as well as Milwaukee, Traverse City and other Lake Michigan coastal towns.

The image at right showcases different 3 different priority zones within Manistee City limits that are considered in this Harbor Plan in numerical order. The green outline, Number 1, is the **Lake Michigan** shoreline. The purple, Number 2, showcases the **Manistee River Channel** which has significant marina, draw bridge and riverwalk infrastructure. The light blue, Number 3, defines **Manistee Lake** area that is located within the City Boundary including a deep water port, marinas, and boat launches.



The graphic at left depicts waterfront infrastructure owned by the City of Manistee outlined in black polygon line; yellow triangles depict boat launches; green circles are Riverwalk Entrances; the light blue outline showcases parcels owned by the City; red line is the City-owned Marina. This infrastructure showcased on this map is subject to definition and inventory in subsequent pages. These areas are of highest priority for the City of Manistee to maintain and plan future improvements or upgrades if feasible.

Lake Michigan Zone



General Purpose of Facilities

Zone 1	Purpose
70 Acres	<ul style="list-style-type: none"> 5 recreational park sites including: <ul style="list-style-type: none"> Rocket Park, Douglas Park, Lighthouse Park, First St. Dog Park, Rotary Park 1st Street Beach: Public access, concession area, bathroom facility Viewing deck, 7 pavillion sites, picnic benches, grills, large parking lots 1st Street Boat Launch area Baseball fields, tennis, volleyball & basketball courts, kids play sets
Zone 2	Purpose
68 Acres	<ul style="list-style-type: none"> North Pierhead Lighthouse Large parking areas Pavillion sites, picnic benches, kids play sets Man Made Lake and North Beach access City out beach abutting residential development along Dunes Drive

The Lake Michigan Zone, showcased in above left graphic is comprised of mostly recreational facilities for citizens to partake in. These facilities require routine year round maintenance of different infrastructure structures and property. Many residents and tourists frequent these areas in the warm weather months while the colder weather months see a significant drop off in usage. Although the seasonal transitions affect the amount of people enjoying these zones; it doesn't fully eradicate the necessary maintenance measures to keep these facilities in good working condition. Residences make up the remaining City owned beach and water frontage which has seen significant rising water levels in recent years.

Lake Michigan: Zone 1

Size of Facilities

1st Street Beach area as showcased in the **top right image**, is the largest City-owned recreation area to maintain being over 60 acres in size. The parking area itself is around 6.5 acres of parking spaces, located in red highlighted areas. Around 6,000 feet of road surrounds the area with native plants abounding. These areas are constantly in the ebb and flow of being covered in some sort of material whether it be sand or snow. This puts a large strain on the City's fleet of maintenance vehicles to keep these spaces in clean and safe condition for patrons to enjoy. Recreation related facilities at this site include the following: beach house, ball fields, basketball courts, bike racks, concert site, dog run, drinking water, fish cleaning, fishing area, playground equipment, tennis courts, and volleyball nets.



City owned Beach frontage on this site is nearly 2,000 feet long which requires combing and regular upkeep. This includes removing debris from large storms,



glass from tourists, and other miscellaneous items that find their way onto the beach. Structural infrastructure on this recreation site include the following: 7 beachfront pavillions/gazebos and viewing station invite guests to enjoy the outdoors with benches, picnic area and outdoor grill for public usage. Further, public restrooms, and a concession stand round out the structural infrastructure maintained by the City of Manistee.

ADA Accessibility

Universal access from the parking areas is made possible through sidewalk ramps for individuals in need. Beach house has ADA compliant doorways and restrooms, 1st street boat launch has no stairs and is accessible via a minimal grade ramp. The site has universal access to anglers of all abilities as well.

Lake Michigan: Zone 2

Size of Facilities

The North Pierhead Lighthouse, at right towers about 40 feet above the drastic Lake Michigan coastline. The pier is over 1,200 feet long and around 35 feet wide with a 15 foot tall elevated catwalk for keepers to access this still active lighthouse. It is accessible via 5th street beach public access and is a tourist destination for many different visitors. The wave action and constant rising of lake levels as well as harsh winters are cause of concern for the maintenance of the pier, catwalk and lighthouse itself. While the Lighthouse is not universally accessible, plans are for a tour of the structure will be available on the City's web page for people of all abilities. Pedestrian traffic and fishing are permitted on pier.



Manistee is a recreation friendly town with beach access and water activities being a main interest. 5th Street Beach area is located on the North side of Manistee at the West end of Fifth Avenue on Lake Michigan. A beach house, shown in the left image, has concessions, drinking water, public restrooms, indoor seating, fireplace, shower facility, free WiFi and vending. Two garage doors open up in the summer and provides an open air feeling at the facility. Other beach amenities at this facility include: playground area, picnic area, emergency call and info station, grills, and pavilions. City owned Lake Michigan frontage up to Man Made Lake creates over a mile and a quarter of publicly owned beach. Access to this site is on the North end through the North Beach Access Park and the South by Fifth Ave. Beach which includes bike racks, car parking and waterfront access.

ADA Accessibility

Universal access from the Beach House to the beach includes ramps, and wider doorways. Universal access to the Man-Made Lake beach area is currently achieved through a plank walkway leading from the parking lot through the trees to the beach. A universally accessible boardwalk from the parking lot at North Beach Access leads to viewing platforms, at right, overlooking Lake Michigan which have built in benches and a telescope.



Harbor Plan 7

Manistee River Channel Zone



General Purpose of Facilities

Zone 1	Purpose
25 Ft. Deep	<ul style="list-style-type: none">Deep Draft Commercial Harbor receiving sand, gravel, limestone, coalRegionally significant receiving port on the Great Lakes/Lighthouse
Zone 2	Purpose
23 Ft. Deep	<ul style="list-style-type: none">Access to Residential condominium complexes incl. Harbor VillageHome to the U.S. Coast Guard Station Manistee, 2 prominent beaches
Zone 3	Purpose
23 Ft. Deep	<ul style="list-style-type: none">Residential waterfront access on Northside of channelAccess to Fishing Charters, Riverfront Hotel on Southside of channel
Zone 4	Purpose
23 Ft. Deep	<ul style="list-style-type: none">Access to City of Manistee Municipal Marina on SouthsideAccess to Downtown Development Authority and Historic District
Zone 5	Purpose
23 Ft. Deep	<ul style="list-style-type: none">Access to Manistee Lake Industries via operational bridges including:<ul style="list-style-type: none">Seng Dock Co., Martin Marietta Co., Morton Salt, Reith-Riley, Packaging Co. of America

The Manistee River Channel Zone, showcased in the above graphic is comprised of recreational facilities for citizens to partake in as well as a transportation mechanism for large vessels. The river channel needs constant maintenance in regards to dredging when the water levels get too low. City infrastructure along the channel is also subject to seasonal transitions and impending maintenance thereof.

Harbor Plan 8

River Channel Zones

Size of Facilities

1st Street Boat Launch, at right, is the primary launch for access to Lake Michigan. It is a pay facility. The money collected at this facility and other boat launches are earmarked for repair, maintenance and improvements to the facility and compliance is enforced by the Manistee Police. The First Street launch is constantly being upgraded and improved. Recent work included widening skid piers. The length of access is nearly 50 yards with a parking lot available.



The Manistee River Channel area has **5 Riverwalk entrances** (wayfinding signs at upper right graphic) with access to and Downtown businesses. The **Riverwalk** runs along the south Manistee River Bank behind a major portion of the Central Business District along River Street. The Riverwalk extends East to the U.S.-31, or Memorial, bridge and West to Lake Michigan. The walkway includes: benches, planters, fishing piers, historical markers and a Net Shed Museum along the riverwalk. Other features include: benches, bike racks, drinking water, fishing area, parking, picnic area, public restrooms, walking workout route.

The **Manistee Municipal Marina** offers 18 seasonal dockage spots, 17 transient dockage spots with slips or to 60', broadside to 100' available. Amenities include: electricity (30 & 50-amp), boaters lounge,

dockside water hookups, dog run, grilling and picnic areas, laundry facilities, benches, bike racks, drinking water, fishing area, meeting room, vending walking workout route, public restrooms sewage pump-out and security cameras. Also, a rentable open space situated on the main level of the Municipal Marina is a bright space with breathtaking views.



Harbor Plan 9



A main staple in the City of Manistee is **Veterans Memorial Park**, at left, where there is a stone monument and flag to commemorate those lost in battle. 27 Hackberry Trees along Memorial Drive commemorate the same number of soldiers from Manistee lost in World War II. There is a large parking area serving the park and the Central Business District and is home to a Saturday farmer's market run by the Downtown Development Authority. Some features of the Park include: benches, gateway sign, bike racks, concert site, fishing area, parking, vending and gazebo area.



The City of Manistee operates three separate bridges through town including the **Maple Street Bridge**, **Memorial Bridge**, and the **Railroad Swing Bridge**. These bridges utilize **City staff and personnel for maintenance and operation** in order to keep these in good working condition. The City also owns around 2,200 feet of **shoreline** along the river channel, at right, that is experience high levels of erosion in recent years. This shoreline abuts commercial and residential properties alike and is where certain section of **high-risk riverwalk** exist.

ADA Accessibility

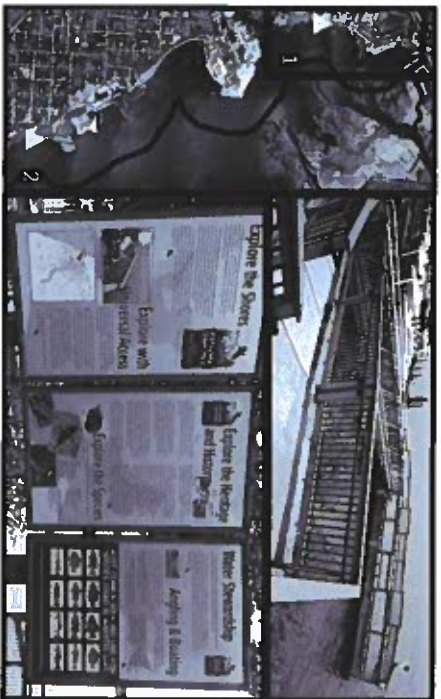
One of the best features of the Manistee Municipal Marina is the **Universal Accessibility**. Left, image bottom left, to assist boaters for use by the general public and not limited to boaters staying at Marina. All main entrances to Marina and door hardware are



compliant with **ADA guidelines**. Upgrades to the First Street Launch Ramps were made in 2010 and **four of the eight ramps are now Universally Accessible**. Veterans Memorial Park has ramps from the parking lot to the gazebo, vending, benches and fishing area. Access to the Manistee Riverwalk is mostly **ADA accessible with optional ramps** leading down to the waterfront catering to disabled individuals looking to enjoy the space.

Harbor Plan 10

Manistee Lake Zone



General Purpose of Facilities

Zone 1	Purpose
	<ul style="list-style-type: none"> • Launching boats to Manistee Lake for recreational usage • Handicap accessible pier for fishing and viewing wildlife • Marina space for boats to park • Explore the Shores placards providing pertinent information
Zone 2	Purpose
	<ul style="list-style-type: none"> • Launching boats to Manistee Lake for recreational usage • Marina space for boats to park • Deep water port for large vessels to dock

The Manistee Lake Zone is showcased in above left graphic. Both zones have many private marina access areas as well as a public boat launch each. Zone 1 has a nice ADA accessible pier showcased in the above right photograph. Zone 2 sees more large vessel traffic as there is a deep water port located along the South Eastern part of lakefront in City limits. Lastly, Explore the Shores Program, in the bottom right photo above, showcases specific information pertaining to the historical context, recreational capabilities and wildlife information of the Zone 1 area.

Manistee Lake Zone

Size of Facilities

The **Arthur Street boat launch**, at right, received the 2010 Great Lakes Fishery Trust Grant which improved entrance/exit to facility, designated mooring area and docking for small boats, improved area and enlarged ramps, expanded parking lot and a reconfigured lot for trailer parking. Rates to utilize this facility, though no kiosk, included a \$10 daily pass, or a seasonal sticker can be purchased from the City of Manistee for \$40.



The **9th Street boat launch**, below, includes a dock and a light parking area. This area was established in 1987 and hasn't seen much upgrades since then. The parking area is unpaved with stone aggregate at the base material. The boat ramp is quite steep leading into the water although this is negated at times due to variant high lake levels. The dock is in questionable condition with some of the boards deteriorating thus causing safety concerns. The lighting on site is minimal which makes this site considerably unsafe. There is no kiosk or any other form of payment capture on site therefore, no charge for use of this area. Restroom facilities and security cameras do not exist on this site as well.



The dock is in questionable condition with some of the boards deteriorating thus causing safety concerns. The lighting on site is minimal which makes this site considerably unsafe. There is no kiosk or any other form of payment capture on site therefore, no charge for use of this area. Restroom facilities and security cameras do not exist on this site as well.

ADA Accessibility

Arthur Street boat launch area, at right, has universally accessible fishing dock and pier and restrooms. The dock is at a minimal grade making it easy for disabled individuals to access the waterway. The 9th street boat launch doesn't have anything in the capacity of ADA accessible areas and is a great candidate for significant site upgrades.



Site Development Plan

Below, the City of Manistee defines documented locations where residents can access waterways, within City limits, and their required upgrades. These areas should be addressed in the next 5 years to make the space viable for current and future usage. The City of Manistee would like to present our 5-Year Recreation Harbor Plan as follows:

YEAR	ACTION	COST
2020	<ul style="list-style-type: none"> 5 Dock Replacement on East side of Marina Mechanical Replacement of Marina Kiosk Update dock at 9th St. boat launch Install Sidewalk at Veterans Memorial Park 	\$20,000 \$25,000 \$5,000 \$
2021	<ul style="list-style-type: none"> Replace fuel tanks at Marina nearing end of life cycle Install Marina Outdoor picnic space/patio Update 1st Street Beach Parking lot - 2 total exits Retaining walls replacement - Veterans Memorial Park 	\$65,000 \$2,500 \$ \$
2022	<ul style="list-style-type: none"> Connect Riverwalk through Veterans Memorial Park Install kiosk at 9th St. boat launch Install kiosk at Arthur St. boat launch Replace wood retaining wall at Marina 	\$25,000 \$25,000 \$25,000 \$
2023	<ul style="list-style-type: none"> Install security cameras at 9th St. boat launch Install bathroom at 9th St. boat launch Replace breakwall on 1st St. Beach Marina Dock improvements incl. upgrading utilities 	\$5,000 \$12,500 \$ \$
2024	<ul style="list-style-type: none"> 1st boat launch kiosk replacement Install proper lighting at 9th St. boat launch Install more trash bins at Veterans Memorial Park Install more efficient Riverwalk Lighting - Various 	\$25,000 \$5,000 \$ \$



Harbor Plan 13

Site Development Summary: Lake Michigan Shoreline

The Manistee Municipal government would like to move in the direction to grow and sustain the needs of recreational focused visitors and residents. The following list, though not exhaustive, pinpoints specific development projects on the Lake Michigan property. The coast of Lake Michigan is a drastic and attractive area within the City of Manistee. It is a gathering place for residents and tourists alike. The expansive sunsets and well maintained beach make this area a unique staple of the City. Being quite accessible to the Downtown area is also attractive. The graphic below showcases definable project zones and development needs/opportunities.

Zone 1

- Replace breakwall on West Side of 1st Street beach
- Update 1st St. beach parking lot to have more than one entry/exit point
- Manage flow of run-off water from 1st St. beach parking lot
- Concert area at 1st St. beach area

Zone 2

- Bike path
- Advertise and host more events at 5th St. beach
- Update playground at 5th St. beach



Harbor Plan 14

Site Development Summary: Manistee Municipal Marina

Overall, the Manistee Municipal Marina would like to maintain the assets it already has, while moving in the direction to grow and sustain the needs of boaters. The following list, though not exhaustive, pinpoints specific development projects on the Marina Boathouse property. This area is a high traffic area for recreational tourism. The graphic at bottom of the page showcases definable project zones.

Zone 1:

- Update ADA Ramp on Boardwalk with grippy material on wood surface
- Replace wood retaining wall
- Address Lighting Issues/Seating/Fencing

Zone 2:

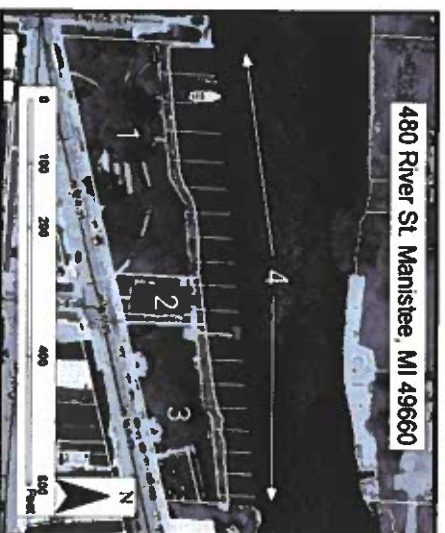
- Maintenance room flooding concerns- surface drainage improvements
- Install Outdoor patio patio on West side of Marina

Zone 3:

- Install Runoff mitigation landscaping incl. new materials and native plants
- Replace underground Storage Tank

Zone 4:

- Replace gas kiosk for universal accessibility lift
- Dock improvements incl upgrading utilities
- Update Light Poles along the Riverwalk



Harbor Plan 15

Site Development Summary: Veterans Memorial Park

Overall, the City Manistee would like to acknowledge current and past service members through a nice park area. The following list, though not exhaustive, pinpoints specific development projects on the Veterans Memorial Park property. The graphic at bottom of the page showcases definable project zones.

Zone 1:

- Install Sidewalk along the South Side of Parking Area/Patio Area
- Install more trash receptacles

Zone 2:

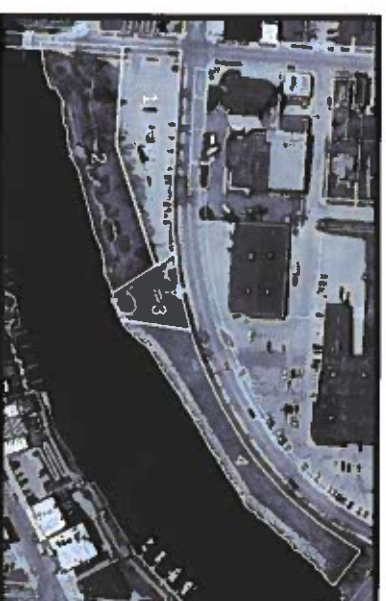
- Vegetation replacement/retaining walls replacement
- Walkway issues/maintenance/extend riverwalk

Zone 3:

- Gazebo Maintenance/Replace older wood
- Sitting Area

Zone 4:

- Erosion Control/Add Vegetation
- Extend riverwalk



Harbor Plan 16

Site Development Summary: Manistee Lake Area

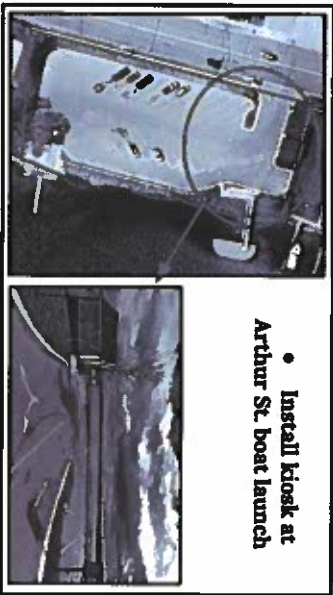
There are two City owned Boat Launches that maximize the opportunity for recreational pursuits on Manistee Lake. The City of Manistee would like to maintain and enhance City owned boat launch spaces in these areas. Overall, the 9th Street Boat Launch needs some serious work compared to the Arthur Street boat Launch. The following list, though not exhaustive, pinpoints specific development projects on the 9th St. Boat launch and 1st St. Boat launch property. The graphics below showcase the two individual project zones with aerials.

9th St. Boat Launch

- Update dock at 9th St. boat launch
- Install kiosk at 9th St. boat launch
- Install security cameras at 9th St. boat launch
- Install bathroom at 9th St. boat launch
- Install proper lighting at 9th St. boat launch



Arthur St. Boat Launch



- Install kiosk at Arthur St. boat launch

Marketing, Events, & Partnerships

Currently, the City of Manistee participates with local advertising in local print and participates in the *Manistee County Visitors Guide*. The City and Marina work with *DDA and Chamber of Commerce* offering event space for rent. The Harbor welcomes and supports all types of partnerships including corporate, non-profit, education, government, religious, philanthropic, etc. The Harbor maintains and operates its own Facebook, and website: www.manistee.mi.gov uploading event videos and photos. It also works with the *DNR* offering the online reservation system. The City of Manistee participates in the *Redevelopment Ready Communities* program through the Michigan Economic Development Corporation as well as Project Rising Tide.

Our annual event schedule is as follows:

EVENT NAME	DATE
Tightlines for Troops	Mid-May
Hops and Props festival	Late September
Forest Festival	July 4th-July 7th
4th of July Parade	July 4th
Victorian Sleighbell Parade	Early December
Grapes on the River	Early August
Tuesday Night Concert Series	Tuesdays in Summer
Labor Fest (Rock 'n' Blues)	Late August
Farmers Market	Saturdays in Warm Months
Catamaran Regatta	Early August
Jaycees: Themed Concerts	Thursdays in Summer
Run the Pier 5K Race	Early August

Annual Maintenance Schedule

Below is a sample budget for the **Manistee Municipal Marina** from 2019:

Receipts	\$168,963	Other Receipts	\$16,704
Gasoline Diesel, Oil	\$108,443	Ice Sales	\$2,382
Traffic/Ship Damage	\$48,992	Insurance Recoveries	\$9,177
Seasonal Ship Damage	\$7,068	Interest	\$205
Commercial Ship Damage	\$3,572	Rentals	\$1,540
Total Receipts \$185,667			
Annual Disbursements	\$131,171	Other Disbursements	\$56,549
Fuel and Oil	\$98,457	Utility Bills (electric, heat, water, sewer)	\$10,256
Salaries, Wages, Emps	\$29,627	Telephone/Communications	\$413
Administrative Charges	\$6,087	Credit Card Fees	\$3,540
		Repair & Maintenance	\$10,500
		Insurance	\$820
		Taxes (Fuel, Sales, and/or Payroll)	\$10,622
Total Disbursements \$187,720			

Net Income/(Loss) (\$2,053)

The City of Manistee experienced around a \$2,000 loss for the year 2019 due to some unexpected events in the repairs and maintenance area of the budget. The

Manistee Harbor experienced an **uncommon**

seiche event in 2018 displacing many gallons of water and damaging many boat slips along the Channel. The City Municipal Marina disbursed around \$20,000 for repair and maintenance while recovering only around \$10,000 making up a large portion of said net loss for 2019.



Maintenance/Replacement Schedule

Small Scale Infrastructure

EQUIPMENT REPLACEMENT	YEAR	PROJECTED COST
5 Dock Replacement- East of Marina		\$ _____
Replacement of Several Kiosks		\$100,000

MINOR INFRASTRUCTURE

	YEAR	PROJECTED COST
Marina outdoor patio space installation		\$2,500
9th Street boat launch projects		\$25,000
1st St. Beach parking lot Projects		\$ _____

Large-Scale Replacement Schedule

PROJECT	YEAR	PROJECTED COST
Replace fuel tanks at Municipal Marina		\$65,000
Replace breakwall on 1st Street beach		\$ _____
Replace retaining walls: Marina/Memorial Park		\$ _____

Dredging Section

The City of Manistee contracts with the **Army Corps of Engineers** to manage the Harbor dredging cycle. According to the Army Corps of Engineers: "approximately 40,000 to 70,000 cubic yards of material must be dredged on a 2 to 3 year cycle. The harbor was last dredged in 2016. Maintenance dredging was completed in 2018. FY19 Work Plan funding used to initiate design for repairs to South breakwater connector damaged in a 2018 storm event."

Supporting Documentation/Agencies

The Manistee County Recreation Plan

outlines priority sites in the City including The Explore the Shores program which addresses access to water. All Explore the Shore sites are universally accessible and have adequate information signs, at right. Barrier-free access means visitors who are physically limited by disabilities and families with small children can safely enjoy and explore the natural beauty and resources of Manistee.



The **City of Manistee Harbor Commission** is charged with overseeing in an advisory capacity the marina, boat launch and related waterfront facilities. They provide recommendations to City Council concerning operation, maintenance and policy about the City Municipal Marina and City owned boat launches; improvements involving the City Municipal Marina and boat launches; acquisition of waterfront property, wharves and docks; use of waterways, channels, municipal docks and other city navigational facilities, ordinance/rules regarding public safety.

Manistee is part of the The Michigan Clean Marina Program

which was established in 2001 as a public-private partnership to create a voluntary program to assist marina and harbor operators in identifying and implementing best practices. The program has received support from Michigan Sea Grant, the Michigan Department of Environmental Quality – Michigan Coastal Zone Management Program, the National Oceanic and Atmospheric Administration and the Environmental Protection Agency through the Great Lakes Restoration Initiative.



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